



General Services Department/Risk Management Division

Employee Benefits Bureau Newsletter

For more information please visit: www.mybenefitsnm.com

Issue 2
Oct 2015

Open Enrollment for CY16



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Open/Switch On-line Enrollment
November 9th – 25th!

Member Benefit Coverages

- ✓ Medical/Rx•Dental•Vision
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 - Transportation/Parking
- ✓ Life – Employee Supplemental and Dependent Life

Open Enrollment meetings and Webinars are currently being held. Members can still attend one of the remaining sessions (please see the schedule below).

10/22/15	1:30 – 3:30	Old PERA Bldg. Apodaca Hall (2 nd Fl.)	1120 Paseo de Peralta Santa Fe
10/27/15	9:30 – 11:30 1:30 – 3:30	Webinar (Internet) Interactive Q&A	www.mybenefitsnm.com
10/29/15	8:30 – 10:30 1:30 – 3:30	African American Performing Arts Ctr. State Fair Grounds	310 San Pedro, NE Albuquerque

Online enrollment starts November 9th – November 25th. After completing the online enrollment form all necessary proof of dependency documentation for any newly covered dependents must be submitted via fax to Erisa at 505-244-6009 (please see www.mybenefitsnm.com for list of needed documentation). Enrollments received after **November 25th (midnight)** will not be accepted.

No plan design changes for Medical, Dental or Vision. Please see plan type options below. The SoNM offers two HMO plans; BCBSNM and Presbyterian, and one PPO plan through BCBSNM. Delta Dental of NM is the dental plan and VSP the vision plan. Disability is voluntary coverage and can be elected/waived at any time.

Premium Only Plan (POP) – Program allows health benefit premiums to be taken from paycheck **before** taxes are deducted. Enrollment for pre-tax deduction of medical, dental and vision premiums is standard. 2016 POP- Waiver Form is required for after-tax deduction. A new form must be submitted every year to continue after-tax deduction. Again, all completed form must be submitted to Erisa at (505) 244-6009. **No exceptions will be made for late submission.**

Express Scripts: Important changes on filling prescriptions effective January 01, 2016. Specialty tier medication co-pay changes as well as maintenance medication home delivery program update. For more information please visit the Express Scripts link found at www.mybenefitsnm.com.

Flex Spending Accounts (FSA) allows employee to set aside a portion of their paycheck for certain health and dependent care expenses prior to federal, state and social security tax deductions, saving the employee money.

To participate in Health Care and Dependent Care FSA for CY16, members must enroll (11/9 – 11/25) using the enrollment form(s) at the www.mybenefitsnm.com 2015 Open Enrollment Tab. When estimating your annual pledge for Healthcare and Dependent Care estimate carefully as these programs are a use-it-or-lose-it program.

Note 2015 Participants: 2015 Healthcare FSA funds must be utilized by March 15, 2016 and submitted for reimbursement by March 30th in order for employees to avoid losing unused monies.

Transportation/Parking participants do not need to re-enroll unless you are changing your annual pledge amount. Changes to Transportation/Parking FSA program can be made any time during the year.



QUESTIONS ANSWERS

Q: Is there a new schedule of premiums posted on the website?

A: Yes, here is the link for the rates:
<https://www.mybenefitsnm.com/PremiumRates.htm>

Q: What is proof of dependency?

A: Proof of dependency for children are: Birth certificates/guardianship papers, and for a spouse it is a marriage certificate. For domestic partner it would be an affidavit of domestic partnership. All this information can be located:
<https://www.mybenefitsnm.com/bene-instruction.htm>

Q: If you are not making changes do you still need to enroll?

A: No, this is not mandatory enrollment. If you are happy with your current elections you don't need to enroll.

Q: Is enrolling with the new Life Insurance Company making a change in enrollment?

A: If you do not elect any changes with Minnesota Life then your existing coverage will roll over into their system 1/1/16.

Q: If both I and my spouse are employees of the SoNM, can I take out life insurance on him as my spouse.

A: As of 1/1/2016 Employees cannot have basic life and be covered under dependent life.

Q: Can I use pre-tax dollars to pay for the new life insurance since I am being billed directly?

A: No. Pre-tax affects payroll but does not relate to self-pay. If you want to see if the premium payments could be a deduction for tax purposes we advise consulting with a tax specialist.

Q: How will I be billed for Supplemental or Dependent Life coverage?

A: Paper bill to your home; quarterly or annually, or monthly through electronic fund transfer (EFT) from your bank account. EFT forms available on the LifeBenefits.com/plandesign/SOONM

Securian/Minnesota Life is the new State of New Mexico life insurance carrier. PLEASE visit their site to confirm address and contact information as well as provide/confirm beneficiary information. Address listed with Securian/Minnesota Life must match your personnel records in your HR office.

New Plan changes effective January 1, 2016

EE Additional Supplemental: Increments of \$10,000.00 - \$500,000.00 max.

Dependent Spouse/Domestic Partner: Increments of \$10,000.00 - \$250,000.00 max.

Dependent Child(ren) up to age 26: Increments of \$5,000.00 - \$15,000.00 max.

During Open Enrollment – Nov. 9 – 25, 2016 changes to Supplemental and Dependent Life coverage

can be made without Evidence of Insurability (EOI). Guaranteed issue of up to \$150,000.00 for employees and \$30,000.00 for spouse/domestic partner coverage is available. Current coverages will be grandfathered in and will not be changed *unless* requested by employee. To enroll, log onto <http://LifeBenefits.com/plandesign/SOONM> using the user ID/Passcode provided in the letter sent to your home. If you did not receive a letter, please contact Securian/Minnesota Life directly at 1-855-750-2051.

Additional Changes: The Employee Supplemental and Dependent Life premiums will now be an employee-paid premium, direct billed to the employee and paid by employee directly to Minnesota Life or an Electronic Funds Transfer (EFT) option is also available. EFT option allows for monthly billing. The EFT form can be found at <http://LifeBenefits.com/plandesign/SOONM>. Form must be downloaded and faxed (along with a cancelled check) to Securian/Minnesota Life. If you do not enroll in EFT you will automatically receive paper invoices, starting 1/1/2016. Each paper bill has a \$2.00 administrative fee. Paper billing will be sent quarterly or semi-annually as it does not allow for monthly billing. Any changes after November 25th will be done through the LifeBenefit.com



FREE Flu Shot Events
Stay Well Health Center
1100 St. Francis Dr. – Joseph Montoya Bldg

Monday, October 26th
Monday, November 9th
Wednesday, November 18th
7am – 6pm

FOR EMPLOYEES/DEPENDENTS COVERED UNDER THE STATE'S MEDICAL PLAN